

Project Web App → Timesheet

Record time in your timesheet. Submit line status as required and at the end of the time period post your timesheet for approval.

Status: Approved (Final), **Total:** 37.5h, **Period:** 30/01/2021 12:00 AM - 05/02/2021 11:59 PM

My Timesheet

Task Name/Description	Project Name	Time Type	Sat 30/01	Sun 31/01	Mon 01/02	Tue 02/02	Wed 03/02	Thu 04/02	Fri 05/02
SM - Change Management	TS209434 - Servi	Actual							
SM - Disaster Recovery	TS209434 - Servi	Actual							
SM - Incident Management	TS209434 - Servi	Actual			2.5h	1.5h	1h	2h	2h
SM - Problem Management	TS209434 - Servi	Actual							
SM - Service Request Fulfillment	TS209434 - Servi	Actual			2h	3h	4h	5h	4h
SM - Tool Maintenance	TS209434 - Servi	Actual			3h	3h	2.5h	0.5h	1.5h
Community Volunteer Day GA018000.042	Administrative	Actual							
Covid - 19 Tracking GA018000.043	Administrative	Actual							
Education & Training GA018000.005	Administrative	Actual							
General Admin GA018000.001	Administrative	Actual							
Non-Tech BAU GA018000.038	Administrative	Actual							
Part Time / Contractor Off Hours GA01800	Administrative	Actual							
Sick Time GA018000.002	Administrative	Actual							
Statutory Holiday GA018000.009	Administrative	Actual							
Technology Consult with Leader GA018014	Administrative	Actual							
Technology Team Meeting GA018014.002	Administrative	Actual							
Vacation GA018000.011	Administrative	Actual							
	Total work	Actual			7.5h	7.5h	7.5h	7.5h	7.5h
III)	4							